

Environmental Protection Seasonal Resource Assistant

**Peoples State Forest**

**Recruitment #201230-3492VR-001**

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| **Location** | Barkhamsted, CT |
| **Date Opened** | 1/8/2021 12:00:00 AM |
| **Salary** | $12.00 - $14.00 Per Hour |
| **Job Type** | Seasonal/Summer |
| **Close Date** | 10/1/2021 11:59:00 PM |

**To apply:**

**https://www.jobapscloud.com/CT/newregpages/termsofuse.asp?RecruitNum1=201230&RecruitNum2=3492VR&RecruitNum3=001**

**INTRODUCTION**

The [State of Connecticut](https://portal.ct.gov/), Department of Energy and Environmental Protection ([DEEP](https://portal.ct.gov/deep)), Bureau of Outdoor Recreation, State Parks Division is currently seeking to fill multiple [Seasonal Resource Assistant](https://www.jobapscloud.com/CT/specs/classspecdisplay.asp?ClassNumber=3492VR&R1=&R3=) positions at Peoples State Forest in Barkhamsted, CT.

Four season fun can be found at [American Legion/Peoples State Forests](https://portal.ct.gov/DEEP/State-Parks/Forests/American-Legion-and-Peoples-State-Forests) which offer the region's finest fishing, hunting and winter sporting activities nestled amid the wooded splendor.  Peoples State Forest is located in the Pleasant Valley section of Barkhamsted.  The West Branch of the Farmington River, designated as a Wild and Scenic River by the National Park Service, is the center point of river-based recreational activities including trout fishing, canoeing, kayaking and tubing. Other attractions include the 200 year old white pine picnic groves in the Matthies Grove and Whittemore Recreation Areas, over 11 miles of hiking trails, the Barkhamsted Lighthouse and other cultural and historic sites.

Peoples State Forest Unit of the CT State Park and Forest System also provides staff support for American Legion State Forest and its Austin Hawes Campground, Enders, Tunxis and Nepaug State Forests, as well as other state lands in that area of the state.

Positions Include: (see details under Examples of Duties)

* **Seasonal Park Ranger**: Acts as primary visitor contact, interacting with the public to assist them in the safe and orderly enjoyment of the Park. Minimum Age:  18
* **Campground Supervisor**:  Assists in managing the total operation of a State-owned campground under the supervision of a Park and Recreation Supervisor.  Minimum Age:  18
* **Camp Office Staff**:   Provides general camp office support services. Minimum Age:  16
* **Office Supervisor (Ticket Booth)**:  Provides general office and operation support services at ticket booth Minimum Age:  18
* **Interpretive Guide**:   Acts as primary visitor contact, works to increase the public's understanding, appreciation, enjoyment of, and concern for the natural resources of our State Parks. Minimum Age:  18
* **Seasonal Maintainer**: Performs work related to the maintenance and operation of DEEP managed lands and facilities. Minimum Age:  18

Pay rates are $12.00 -14.00/hr. depending on relevant skills and experience. No benefits.

Length of positions:  anticipated start dates vary by position and runs through the recreation season; anticipated duration is a maximum of 1030 hours.

Most positions are typically first shift, but other positions will be second or third shift. Typically positions are 5 days per week, and include mandatory weekend shifts.

**Note**: Do not submit a cover letter. Applicants must only include a resume within the "Resume Tab" of their application.

Any inquiries regarding the status of your application for this park’s positions must be made directly to the individual park: James Warner James.Warner@ct.gov

For technical support regarding the filing of your application in JobAps, please contact Erica McGuinness at erica.mcguinness@ct.gov

CT DEEP encourages you to consider applying for seasonal opportunities at alternate locations as your application is under review.

**SELECTION PLAN**

These positions are non-competitive. Open to the public.

Selected candidates must be fluent in English and be at least 16 years old or 18 years old, depending on the position.

Selected candidates must possess and maintain adequate physical flexibility, strength and stamina to perform the duties (including work outside in inclement weather, work outside for extended periods), and work well with other staff and members of the public.

**PURPOSE OF JOB CLASS (NATURE OF WORK)**

In the Department of Energy and Environmental Protection, as a limited duration employee, performs one or more of a variety of tasks and assigned duties of a seasonal nature.

**EXAMPLES OF DUTIES**

**Seasonal Park Ranger**:  Acts as primary visitor contact, interacting with the public to assist them in the safe and orderly enjoyment of the Park.  Assists with operational, maintenance and protective duties as needed; may answer telephones and perform radio dispatch duties. Minimum Age:  18. Special Requirements:  Familiarity with operation of outdoor recreation facilities preferred; must possess a valid motor vehicle operator’s license. Approximate Dates of Employment:  mid-May – Columbus Day.

**Campground Supervisor**:  Assists in managing the total operation of a State-owned campground under the supervision of a Park and Recreation Supervisor; acts as primary visitor contact, interacting with the public to assist them in the safe and orderly enjoyment of the Park.  Resolves complaints and other issues or refers them to the proper authority; oversees opening and closing procedures; trains, supervises and schedules camp office staff; evaluates work performance; registers campers; checks in reservations; collects camping fees; directs visitors; provides directions; answers questions about the campground, State camping rules and regulations, campground activities, and the local area.   Minimum Age:  18   Special Requirements:  Experience in campground management and/or previous retail/customer service experience preferred; must possess a valid motor vehicle operator’s license.   Approximate Dates of Employment:  mid-May – Columbus Day.

**Camp Office Staff**:  Provides general camp office support services; registers campers; checks in reservations; directs visitors; provides directions; and answers questions about the campground, State camping rules and regulations, campground activities, and the local area.   Minimum Age:  16. Special Requirements:  Previous retail/customer service experience preferred.   Approximate Dates of Employment:  mid-May – Columbus Day.

**Office Supervisor (Ticket Booth)**:  Provides general office and operation support services at ticket booth.  Resolves complaints and other issues or refers them to the proper authority; oversees opening and closing procedures; trains, supervises and schedules Ticket Booth Attendants; evaluates work performance; acts as primary visitor contact; rings up and accepts parking fees; sells season passes; greets park visitors; provides directions; checks in buses; and answers questions about the park, state park rules and regulations, and the local area.   Minimum age:  18   Special Requirements:  Previous retail/customer service experience preferred. Approximate Dates of Employment:  mid-April – mid-September.

**Interpretive Guide**:   Acts as primary visitor contact, works to increase the public's understanding, appreciation, enjoyment of, and concern for the natural resources of our State Parks; conducts a variety of interpretive programs including, but not limited to, lectures, classes, tours, field walks, canoe trips, campfire programs, and special events to a wide variety of audiences; may assist with program development; cleans Nature Center, displays and animal cages/tanks; feeds and cares for animals. Minimum Age:  18. Special Requirements:  A background in either the natural sciences or education is preferred; may be required to possess a valid motor vehicle operator’s license.   Approximate Dates of Employment:  mid-February – mid-August, mid-April – mid-October and mid-May – mid-November.

**Seasonal Maintainer**:   Performs work related to the maintenance and operation of DEEP managed lands and facilities including, but not limited to, litter pickup, cleaning, mowing, raking, and painting. May use hand tools; may direct traffic in parking lots; may drive vehicles rated at 3/4 Ton Gross Vehicle Weight or less. Positions are also available for those with additional levels of training and experience. These positions involve the use of machinery and power equipment such as lawn mowers, chain saws, brush cutters, tractors, medium duty vehicles and the use of skills in carpentry, plumbing, mechanical repairs, grounds maintenance.   Minimum Age:  18.   Special Requirements:  Previous experience in janitorial work, landscaping or a skilled trade preferred; must possess a valid motor vehicle operator’s license. Approximate Dates of Employment:  mid-April – mid-October.

**KNOWLEDGE, SKILL AND ABILITY**

Ability to follow instructions.

**PREFERRED QUALIFICATIONS**

Preferred applicants will be able to work full-time for the entire recreation season and have related experience or training.

**SPECIAL REQUIREMENTS**

1. Incumbents in this class who are assigned as supervisors of small recreational units will perform emergency first aid as needed and will be required to obtain and retain a Basic First Aid Certificate.

2. Incumbents in this class may be required for certain positions to meet any of the following:

a. Proof of possession of a valid Motor Vehicle Operator license.

b. Possession of a valid license to apply pesticides.

c. College training in a specific field.

d. Emergency Medical Technician (EMT) certification may be required by specific State facilities.

3. Incumbents performing lifeguard services must have and retain an American Red Cross (ARC) Lifeguarding Certification (includes CPR for the Professional Rescuer and Basic First Aid). An EMT or MRT certification may be substituted for the CPR and First Aid requirements.

**PHYSICAL REQUIREMENTS**

1. Incumbents in this class must possess and maintain adequate physical strength and stamina to perform the duties of the class.

2. Incumbents performing lifeguard services must be able to demonstrate American Red Cross (ARC) waterfront lifeguarding swimming skills.

**CONCLUSION**

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.